



STATE OF ARIZONA
DEPARTMENT OF TRANSPORTATION
PROCUREMENT



AZFACTS FAX-ON-DEMAND

ADOT SOLICITATION REFERENCE NUMBER: **T06-13-00056**
Commodity Code: **0155-0020, 0155-0030, 0914-0030, 0914-0079**
Description: **Provide and Install Parking Lot Canopy – Safford District Office & Maintenance Yard**
DUE DATE: May 3, 2006 at 5:00 P.M. MST
DATE POSTED: **April 18, 2006**
Submittal Location:

Arizona Department of Transportation
Procurement Group
1739 West Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276

REPLY TO: FAX: (602) 712-8647

Responsible Contract Officer: Michelle Carmichael Phone: (602) 712-7686

PROCUREMENTS LESS THAN \$50,000.00 ARE RESTRICTED TO SMALL BUSINESSES. A SMALL BUSINESS IS ONE THAT, INCLUDING ITS AFFILIATES, IS INDEPENDENTLY OWNED AND OPERATED, IS NOT DOMINANT IN THE TYPE OF BUSINESS IT CONDUCTS, AND WHICH EMPLOYS FEWER THAN 100 FULL TIME EMPLOYEES OR WHICH HAS GROSS RECEIPTS OF LESS THAN \$4 MILLION IN ITS LAST FISCAL YEAR.

"An Equal Employment Opportunity Agency"

The Arizona Department of Transportation is committed to the principles of Equal Employment Opportunity. To ensure dissemination of the Equal Opportunity program throughout all levels of the department, the ADOT Civil Rights Deputy Administrator serves as the Equal Opportunity Administrator for the Arizona Department of Transportation.

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1.0 SCOPE OF WORK

The purpose of this solicitation is to procure services to provide and install a parking lot canopy, per specifications and drawings.

The contractor shall:

- Provide and install a **70'x20' 7-space** parking lot canopy at the **Safford District Office**, including removal and replacement of pavement, excavation, installation of concrete footing,

steel structural columns, steel framing and metal roof panels, painted to cover seven (7) parking spaces per Specifications and Drawings.

- Provide and install a **38'x20' 4-space** parking lot canopy at the **Safford Maintenance Yard**, including removal and replacement of pavement, excavation, installation of concrete footing, steel structural columns, steel framing and metal roof panels, painted to cover four (4) parking spaces per Specifications and Drawings.

The contractor shall perform work with minimum disruption to the existing facility and traffic flow on site; coordinate with the ADOT Representative on-site on areas where work is to take place; and provide all necessary fencing, trench barricades and safety operations, including personal protective equipment, as required.

PROJECT LOCATION:

ADOT Safford District Office
2082 East Highway 70, Safford, AZ 85546

ADOT Safford Maintenance Yard
3268 South Highway 191, Safford, AZ 85546

PROJECT COMPLETION TIME: Project completion time shall be forty-five (45) calendar days after notice to proceed or on or before June 30, 2006, whichever comes first. The contractor shall submit a project time line and schedule that details all work to be completed under the contract per the time specified.

PROJECT PLANS/DRAWINGS: The plans may be obtained from the ADOT Procurement Office at 1739 West Jackson Street, Suite A, MD 100P, Phoenix, Arizona 85007, (602) 712-7584. NO fee will be charged for the plans.

PROJECT SITE WALK-THROUGH: April 25, 2006 10:00 a.m. First Site is the District Office Project Location; immediately following at the Maintenance Yard Project Location.

2.0 UNIFORM TERMS AND CONDITIONS

Incorporated by reference. To obtain a copy of the Uniform Terms and Conditions in full text, you can log on to <https://www.spirit.az.gov/Applications/SPIRIT/SR.nsf> or contact Michelle Carmichael at (602) 712-7686.

3.0 SPECIAL TERMS AND CONDITIONS

3.1 TERM OF CONTRACT

The term of any resultant contract for the Department shall commence on the date of contract execution and continue for forty-five (45) calendar days after notice to proceed, or on or before June 30, 2006, whichever comes first, unless terminated, canceled, or extended as otherwise provided herein.

3.2 CONTRACT EXTENSION

Reserved.

3.3 PAYMENT

Payments shall comply with the requirements of A.R.S. Titles 35 and 41, Net 30 days. Upon receipt and acceptance of goods or services, the Contractor shall submit a complete and accurate invoice for payment from the State within 30 days.

3.4 BID EVALUATION

In accordance with the Arizona Procurement Code §41-2535 and R2-7-336, award shall be made to the responsible bidder submitting the quotation which is most advantageous to the state and conforms to the solicitation.

Bidders are required to carefully examine the site of any forthcoming proposed work that may be required under this contract and satisfy themselves as to the labor hours and conditions to be involved in performing the work. Submission of an offer is prima facie evidence that the Contractor has examined the work site, understands ALL work requirements and is aware of all conditions that might impact work performance, including any labor requirements, ordinances, taxes, fees, licenses, permits or conditions that may be imposed.

3.5 INVOICING

Each invoice shall include at a minimum:

- Department contract number/purchase order number
- Applicable taxes
- Total of invoice

Invoices not sent to the proper address, or not containing the necessary and required information may delay payment to the contractor. A contractor whose payments are delayed due to improper invoicing shall make no claim against the Department or the State for late or finance charges.

Invoice shall be sent to: ADOT/ Facilities Maintenance – Tucson
 ATTN: Pat Terry
 1444 West Grant Road
 Tucson, Arizona 85745

The Department will make every effort to process payment for the purchase of product within 30 calendar days after the Department has conducted the necessary reviews, and inspections as described herein.

DELIVERY OF THE PRODUCT TO THE DEPARTMENT DOES NOT CONSTITUTE ACCEPTANCE, THEREFORE, ONLY THE DEPARTMENT ACCEPTANCE DATE WILL BE A VALID DATE FOR STARTING THE 30 CALENDAR DAY PAYMENT PERIOD.

3.6 PERFORMANCE STANDARDS

The State relies upon the provision of services in accordance with the contract, therefore, the offeror agrees that time is of the essence, and that contractual commitments shall be met.

3.7 INDEMNIFICATION CLAUSE

Contractor shall indemnify, defend, save and hold harmless the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by Contractor from and against any and all claims. It is agreed that

Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Contractor agrees to waive all rights of subrogation against the State of Arizona, its officers, officials, agents and employees for losses arising from the work performed by the Contractor for the State of Arizona.

This indemnity shall not apply if the contractor or sub-contractor(s) is/are an agency, board, commission or university of the State of Arizona.

3.8 **INSURANCE REQUIREMENTS**

Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract, are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The *insurance requirements* herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, its agents, representatives, employees or subcontractors, and Contractor is free to purchase additional insurance.

A. MINIMUM SCOPE AND LIMITS OF INSURANCE: Contractor shall provide coverage with limits of liability not less than those stated below.

1. Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability coverage.

General Aggregate	\$1,000,000
Products – Completed Operations Aggregate	\$ 500,000
Personal and Advertising Injury	\$ 500,000
Blanket Contractual Liability – Written and Oral	\$ 500,000
Fire Legal Liability	\$ 25,000
Each Occurrence	\$ 500,000

- a. The policy shall be endorsed to include the following additional insured language:
“The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor”.

- b. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

2. Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) \$500,000

- a. The policy shall be endorsed to include the following additional insured language:
“The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities

performed by or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor".

3. **Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$ 100,000
Disease – Each Employee	\$ 100,000
Disease – Policy Limit	\$ 100,000

- a. Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.
- b. This requirement shall not apply to: Separately, EACH contractor or subcontractor exempt under A.R.S. 23-901, AND when such contractor or subcontractor executes the appropriate waiver (Sole Proprietor/Independent Contractor) form.

B. **ADDITIONAL INSURANCE REQUIREMENTS:** The policies shall include, or be endorsed to include, the following provisions:

1. The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees wherever additional insured status is required such additional insured shall be covered to the full limits of liability purchased by the Contractor, even if those limits of liability are in excess of those required by this Contract.
2. The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
3. Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.

C. **NOTICE OF CANCELLATION:** Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the State of Arizona. Such notice shall be sent directly to **Michelle Carmichael, CPPB, 1739 West Jackson Street, Suite A, MD 100P, Phoenix, Arizona 85007** and shall be sent by certified mail, return receipt requested.

D. **ACCEPTABILITY OF INSURERS:** Insurance is to be placed with duly licensed or approved non-admitted insurers in the state of Arizona with an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

E. **VERIFICATION OF COVERAGE:** Contractor shall furnish the State of Arizona with certificates of insurance (ACORD form or equivalent approved by the State of Arizona) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and endorsements are to be received and approved by the State of Arizona before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

All certificates required by this Contract shall be received within **five (5) days** of tentative award and sent directly to **Michelle Carmichael, CPPB, 1739 West Jackson Street, Suite A, MD 100P, Phoenix, Arizona 85007**. The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete,

certified copies of all insurance policies required by this Contract at any time. **DO NOT SEND CERTIFICATES OF INSURANCE TO THE STATE OF ARIZONA'S RISK MANAGEMENT SECTION.**

- F. **SUBCONTRACTORS:** Contractors' certificate(s) shall include all subcontractors as insureds under its policies **or** Contractor shall furnish to the State of Arizona separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.
- G. **APPROVAL:** Any modification or variation from the *insurance requirements* in this Contract shall be made by the Department of Administration, Risk Management Section, whose decision shall be final. Such action will not require a formal Contract amendment, but may be made by administrative action.

3.9 REFERENCES

The offer shall include a minimum of 3 references which have utilized the offeror's services within the past twenty-four months. These references shall be from major organizations, which are not directly controlled by the offeror. References shall be provided on Attachment 3 and shall include all requested information. Use additional sheets if necessary. Make certain that all references submitted contain up to date information, as all references will be checked.

3.10 LICENSES, PERMITS, ETC.

The Contractor must be licensed in the State of Arizona and must identify the license numbers and types of licenses as they pertain to this solicitation package.

All licenses shall be current and have been and still are in good standings without suspension or interruption with the Registrar of Contractors office. All licenses must be maintained in good standings for the duration of the contract, which includes all contractual requirements throughout the term of the contract.

3.11 PRICES

Prices shall be shown in both words and figures. In a case of discrepancy, the amount in words will govern. In case of error in the extension of prices of the offer, the unit price shall govern. No offer shall be altered, amended or withdrawn after the specified offer due date and time.

3.12 CONTRACT ADMINISTRATION

For information regarding the Uniform and Special Terms and Conditions, and Specifications referenced in this Solicitation contact:

Michelle Carmichael, CPPB, Contract Officer (602) 712-7686

Following award, the contractor shall contact the Procurement Group for guidance or direction in matters of contract interpretation or problems regarding the terms, conditions or scope of the contract. Only the Contract Officer or his/her authorized designee is authorized to change or amend the specific terms, conditions or provisions of the agreement.

3.13 NOTICES

All notices, requests, demands, consents, approvals, and other communications which may or are required to be served or given hereunder (for the purposes of this provisions collectively called "Notices"), shall be in writing and shall be sent by registered or certified United States mail, return receipt requested, postage prepaid, addressed to the party or parties to receive such notice as follows:

If intended for the State, to:

Arizona Department of Transportation, Procurement Group
1739 W. Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276
Attention: Michelle Carmichael, CPPB

3.14 SAFETY STANDARDS

All items supplied under this contract shall comply with the current applicable Occupational Safety and Health Standards of the State of Arizona Industrial Commission, the National Electric Code, and the National Fire Protection Association Standards.

3.15 WARRANTY

The bidder warrants:

That all services performed hereunder shall conform to the requirements of this contract and shall be performed by qualified personnel in accordance with the highest professional standards.

That all items furnished hereunder shall conform to the requirements of this contract and shall be free from defects in design materials and workmanship.

The warranty period on workmanship and materials shall be based on a minimum of twelve (12) months from the time of delivery/installation.

All bidders shall indicate on a separate written sheet that is submitted with their bid the exact conditions, limitations and duration of their warranty. As a minimum the warranty provided shall conform to the requirements stated herein.

3.16 VENDOR REGISTRATION

Prior to issuance of a Purchase Order and subsequent payment, the Contractor shall have a completed STATE OF ARIZONA SUBSTITUTE W-9 FORM, Attachment 5 on file with the Procurement Group. No payments shall be made until the form is on file.

3.17 SUBCONTRACTORS

The Contractor shall not enter into any Subcontract under this Contract for the performance of this contract without the advance written approval of the Project Manager or the Procurement Officer. The Contractor shall clearly list any proposed subcontractors and the subcontractor's proposed responsibilities on Attachment 4. The Subcontract shall incorporate by reference the terms and conditions of this Contract. All proposed Subcontractors shall be licensed in accordance with the State of Arizona contractor licensing requirements and must meet the licensing requirements if any set forth in this solicitation.

3.18 CANCELLATION FOR POSSESSION OF WEAPONS ON ADOT PROPERTY

This contract may be cancelled if Contractor or any subcontractors or others in the employ or under the supervision of the Contractor or subcontractors is found to be in possession of weapons.

Possession of weapons (firearms, explosive device, knife or blade of more than three inches, or any other instrument designed for lethal or disabling use) is prohibited on ADOT property pursuant to ADOT Policy, PER 6.04, "Weapons in the Workplace." Such property includes ADOT owned or leased office building, yards, parking lots, construction sites or state owned vehicles.

Further, if the Contractor or any subcontractors or others in the employ or under the supervision of the Contractors or subcontractors are asked by an ADOT official to leave the ADOT property, they are advised that failure to comply with such a request shall result in cancellation of the contract and anyone who refuses, whether armed or not, is subject to prosecution under A.R.S. § 13-1502, "Criminal trespass in the third degree; classification."

3.19 OFFSHORE PERFORMANCE OF WORK PROHIBITED

Due to security and identity protection concerns, direct services under this contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the State of Arizona or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the State shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers.

3.20 FEDERAL IMMIGRATION AND NATIONALITY ACT

By submission of the offer, the offeror warrants that both it and all proposed subcontractors are and shall remain in compliance with all federal, state and local immigration laws and regulations relating to the immigration status of their employees. The State may, at its sole discretion require evidence of compliance during the evaluation process. Should the State request evidence of compliance, the offeror shall have 5 days from receipt of the request to supply adequate information. Failure to comply with this instruction or failure to supply requested information within the timeframe specified shall result in the offer not being considered for contract award.

4.0 UNIFORM INSTRUCTIONS TO OFFERORS

Incorporated by reference. To obtain a copy of the Uniform Instructions to Offerors in full text, you can log on to <https://www.spirit.az.gov/Applications/SPIRIT/SR.nsf> or contact Michelle Carmichael at (602) 712-7686.

5.0 SPECIAL OFFER SUBMITTAL INSTRUCTIONS

Complete and return all required information to the location indicated on the solicitation, page one (1) by the time indicated. Responses may be faxed to: (602) 712-8647, Attention: Michelle Carmichael. Responses must be in writing and signed.

OFFSHORE PERFORMANCE OF WORK PROHIBITED:

Due to security and identity protection concerns, direct services under this contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the State of Arizona or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the State shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers. Offerors shall declare all anticipated offshore services in the proposal.

FEDERAL IMMIGRATION AND NATIONALITY ACT

By submission of the offer, the offeror warrants that both it and all proposed subcontractors are and shall remain in compliance with all federal, state and local immigration laws and regulations relating to the immigration status of their employees. The State may, at its sole discretion require evidence of compliance during the evaluation process. Should the State request evidence of compliance, the offeror shall have 5 days from receipt of the request to supply adequate information. Failure to comply with this instruction or failure to supply requested information within the timeframe specified shall result in the offer not being considered for contract award.

- Complete and return the PRICE SHEET ■ (SIGNED) OFFER & CONTRACT AWARD SHEET ■ REFERENCES ■ LIST OF MAJOR SUBCONTRACTORS AND SUPPLIERS ■ SUBSTITUTE W-9 ■

**ATTACHMENT 1
PRICE SHEET**

ARIZONA DEPARTMENT OF TRANSPORTATION
Procurement Group
1739 West Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276
Phone: (602) 712-7211

SOLICITATION NO. T06-13-00056

Offeror shall propose pricing for the following:

Item No.	Description	Qty	Unit
1.	Provide and install a 70'x20' 7-space parking lot canopy at the Safford District Office , per specifications and drawings.	1	\$ _____
2.	Provide and install a 38'x20' 4-space parking lot canopy at the Safford Maintenance Yard , per specifications and drawings.	1	\$ _____

Item No. 1 + Item No. 2 = Total Gross Offer

TOTAL GROSS OFFER \$ _____

(_____ dollars and/ _____ cents)

Award will be based on the Total Gross Offer.

Offeror's prices shall include all costs for labor, equipment, materials and incidentals necessary to complete all work, including tax, in accordance with the requirements of the drawings and specifications.

Company Name

License Number

IF PAYMENT IS MADE WITHIN _____ DAYS AFTER RECEIPT OF GOODS OR SERVICES, THE ABOVE QUOTED PRICE

CAN BE DISCOUNTED BY _____%

**ATTACHMENT 1
PRICE SHEET**

ARIZONA DEPARTMENT OF TRANSPORTATION
Procurement Group
1739 West Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276
Phone: (602) 712-7211

SOLICITATION NO. T06-13-00056

ATTACHMENT 2 OFFER AND CONTRACT AWARD



ARIZONA DEPARTMENT OF TRANSPORTATION
Procurement Group
1739 West Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276
Phone: (602) 712-7211



SOLICITATION NO. T06-13-00056

Submit this form with an original signature to the Department

OFFER

TO THE STATE OF ARIZONA:

The bidder hereby offers and agrees to perform in compliance with all terms, conditions, specifications and amendments of this solicitation and any written exceptions in the offer. Signature also acknowledges receipt of all pages indicated in the Table of Contents.

Federal Employer Identification

For clarification of this offer, contact:

No.: _____

Printed Name

Offeror's (Company) Name

Email Address

Address

Company Email Address

City State Zip

Signature of Person Authorized to Sign Offer

Phone

Printed Name

Date

Facsimile

Title

SMALL BUSINESS CERTIFICATION

As a person authorized to represent this offeror, by signing below I certify that the bidding organization is qualified as a small business. A small business means a concern, including its affiliates, which is independently owned and operated, which is not dominant in its field, and which employs fewer than one hundred full-time employees or which had gross annual receipts of less than four million dollars in its last fiscal year (A.R.S. §41-1001). Procurements estimated to cost less than fifty thousand dollars (\$50,000.00) shall be restricted to small businesses in accordance with A.A.C. R2-7-335.

Signature of Person Authorized to Certify Status as Small Business

ACCEPTANCE OF OFFER AND CONTRACT AWARD (FOR STATE OF ARIZONA USE ONLY)

Your bid is hereby accepted.

The contractor is now bound to perform based upon the solicitation, including all terms, conditions, specifications, amendments, etc., and the contractor's bid as accepted by the state.

This contract shall henceforth be referred to as Contract No. _____.

PARKING LOT CANOPIES AT SAFFORD DISTRICT OFFICE & MAINTENANCE YARD

The contractor is hereby cautioned not to commence any billable work or provide any material, service or construction under this contract until contractor receives a purchase order document.

State of Arizona

Effective this _____ day of _____, 2006

Michelle Carmichael, CPPB
As Procurement Officer and not personally

Awarded Date

ATTACHMENT 3 REFERENCES

ARIZONA DEPARTMENT OF TRANSPORTATION
Procurement Group
1739 West Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276
Phone: (602) 712-7211

SOLICITATION NO. T06-13-00056

PLEASE LIST THE NAME, ADDRESS, CONTACT NAME, AND TELEPHONE NUMBER FOR THREE (3) ORGANIZATIONS FOR WHOM YOUR COMPANY HAS PROVIDED SERVICES OF A SIMILAR SIZE AND SCOPE WITHIN THE PAST 24 MONTHS. These references may be checked, so please make sure all information is accurate and current.

A. ORGANIZATION: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

CONTACT: _____

TELEPHONE NUMBER: _____

DATE OF CONTRACT INITIATION: _____

TYPE OF SERVICES PROVIDED: _____

B. ORGANIZATION: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

CONTACT: _____

TELEPHONE NUMBER: _____

DATE OF CONTRACT INITIATION: _____

TYPE OF SERVICES PROVIDED: _____

C. ORGANIZATION: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

CONTACT: _____

TELEPHONE NUMBER: _____

DATE OF CONTRACT INITIATION: _____

TYPE OF SERVICES PROVIDED: _____

**ATTACHMENT 4
LIST OF SUBCONTRACTORS**

ARIZONA DEPARTMENT OF TRANSPORTATION
Procurement
1739 West Jackson Street, Suite A, MD 100P
Phoenix, Arizona 85007-3276
Phone: (602) 712-7211

SOLICITATION NO. T06-13-00056

LIST OF MAJOR SUBCONTRACTORS AND SUPPLIERS

A list of proposed major subcontractors and suppliers shall be submitted with the bid package on this form in a separate sealed envelope marked "list of Major Subcontractor and Suppliers". After bid submittal there shall be no change of subcontractor(s) or supplier(s) or Manufacturers identified on this Attachment, without prior written approval from the owner.

If the Prime Contractor has an "A" license and plans to perform any of the work listed below, enter the company name in the space provided for Name of Subcontractor/Supplier/Manufacturer, for the appropriate activity.

<u>TRADE</u>	<u>FULL NAME OF SUBCONTRACTOR/SUPPLIER/MANUFACTURER</u>	<u>LICENSE NUMBER</u>
Concrete:	_____	_____
Sitework:	_____	_____
Paint:	_____	_____
Welding:	_____	_____
Metal Work:	_____	_____
Specialties:	_____	_____

If multiple Subcontractors/Suppliers will be providing service in the same trade(s) as listed above or if utilizing a trade not listed above, write the Trade, Name of Subcontractor/Supplier, and License No. (if appropriate) below. If necessary, include additional pages.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

INSERT SUBSTITUTE W-9 FORM



EXHIBIT 1

STATE OF ARIZONA

CERTIFICATE OF INSURANCE

STATE AGENCY/DEPT.: **ARIZONA DEPARTMENT OF TRANSPORTATION**

PROJECT TITLE: **Parking Lot Canopies at Safford District Office & Maintenance Yard**

CONTRACT NUMBER:

PRODUCER	COMPANIES AFFORDING COVERAGE	CURRENT A.M. BEST RATING
	A	
INSURED	B	
	C	
	D	

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	(,000)
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> OCCURRENCE <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT. <input type="checkbox"/> PER PROJECT <input type="checkbox"/> PRODUCT/COMPLETED OPERATIONS				GENERAL AGGREGATE PRODUCTS-COMP/OP AGG. PERSONAL & ADV. INJURY EACH OCCURRENCE FIRE DAMAGE(ANY ONE FIRE) MED.EXPENSE(ANY ONE PERSON)	\$ _____ \$ _____ \$ _____ \$ _____ \$ _____
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> GARAGE LIABILITY <input type="checkbox"/>				COMBINED SINGLE LIMIT BODILY INJURY (PER PERSON) BODILY INJURY (PER ACCIDENT) PROPERTY DAMAGE	\$ _____ \$ _____ \$ _____ \$ _____
	PROFESSIONAL LIABILITY <input type="checkbox"/> TYPE _____ <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCURRENCE				EACH OCCURRENCE AGGREGATE	\$ _____ \$ _____
	EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM				EACH OCCURRENCE AGGREGATE	\$ _____ \$ _____
	WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY				STATUTORY LIMITS EACH ACCIDENT DISEASE-POLICY LIMIT DISEASE-EACH EMPLOYEE	\$ _____ \$ _____ \$ _____
	BUILDERS RISK					
	OTHER:					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / SPECIAL ITEMS:

STATE OF ARIZONA AND THE STATE AGENCY NAMED BELOW ARE ADDED AS ADDITIONAL INSURED. IT IS AGREED THAT COVERAGES AFFORDED UNDER THE POLICIES CERTIFIED IN THIS CERTIFICATE SHALL BE PRIMARY AND ANY INSURANCE OR SELF-INSURANCE PROGRAM CARRIED BY THE STATE OR ANY OF ITS AGENCIES, BOARDS, DEPARTMENTS OR COMMISSIONS SHALL BE EXCESS AND NOT CONTRIBUTORY INSURANCE TO THAT PROVIDED BY THE NAMED INSURED.

IT IS FURTHER AGREED THAT NO POLICY SHALL EXPIRE, BE CANCELED OR MATERIALLY CHANGED TO AFFECT THE COVERAGE AVAILABLE TO THE STATE WITHOUT THIRTY (30) DAYS WRITTEN NOTICE TO THE STATE. THIS CERTIFICATE IS NOT VALID UNLESS COUNTERSIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE INSURANCE COMPANY.

CERTIFICATE HOLDER / ADDITIONAL INSURED	AUTHORIZED REPRESENTATIVE OF THE INSURANCE COMPANY
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State of Arizona
Arizona Department of Transportation
1739 W. Jackson St., Suite A, MD 100P
Phoenix, AZ 85007-3276

SIGNATURE
DATE:

RMD COI(9/1/93) Rev, 12/99